



Homegrown, Handmade on Gabriola & Mudge Islands
P.O. Box 152, Gabriola, B.C. V0R 1X0 | www.gabriolaagriculturalcoop.com

2026 WINTER Market Vendor Guidelines and Agreement

Mission Statement

The publicly stated mission of the Gabriola Agricultural Association is “to encourage and support local farmers and small home-based businesses of Gabriola and Mudge Island”.

ADMINISTRATION AND TIMES OF OPERATION

The Market is administered by the Co-op pursuant to the following regulations:

1. The on-site Market Manager oversees the Market and has authority to assign vending space, settle disputes, disqualify vendors for violations of regulations, determine goods for sale, and determine existing and new Vendor eligibility.
2. *The Co-op has a No Refund Policy with regard to market vendor fees.*
3. The Market will be operated at the site of the Agricultural Hall located at 465 South Road, Gabriola, each Saturday beginning **October 17 to Dec 12 , 2026** from **10:00 am to 1:00 pm**.
4. The Co-op Board of Directors reserves the right to terminate the Market or to change its time as it deems necessary or appropriate.

ELIGIBILITY OF SELLERS

A Vendor must be either a **Producer**(farmer) or an **Artisan**.

- A **Producer**(farmer) is an individual whose primary products are items they have personally grown or raised. To qualify as a Producer, the majority of the items for sale must fall into this category. These products include: fruits, vegetables, plants, cut flowers, honey, milk, meats, and eggs. It may also include minimally processed foods such as jams, cider, salsa, and vinegars, provided that the primary ingredients were grown and harvested directly by the vendor.
- An **Artisan** is an individual whose primary products are handmade goods, crafts, or value-added food or health and beauty products using their own skills and craftsmanship. These products must be original, Made on Gabriola or Mudge, and adhere to the standards set by Market Management.

If the Producer or Artisan is not available to run the booth, only someone else who has been involved in growing, or creating the products, may be brought in to do so. Goods sold at the market must be grown or made on Gabriola.

BCFMA Coupon Program:

Farmers, egg and meat producers are encouraged to participate in the BCFMA Coupon program that is administered by the PHC and the Co-op.

PERMITTED EDIBLE GOODS FOR SALE

The following goods may be sold at the Market:

Fruits, vegetables, dried and fresh herbs and spices, plants, flowers, honey, eggs, and crafts.

Baked goods and some minimally processed foods may be sold: cookies, cakes, fruit pies, cupcakes, bars, yeast breads, and fruit bread.

Candy such as; caramels, chocolates, fudge, peanut brittle, and chocolate covered nuts.

Produce must be clean (no dirt/mud) and nicely merchandised. Produce may not be displayed on the ground. Produce that does not meet with management approval will be removed or re-merchandise.



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EGGS

- Shells are sound and not cracked/leaking
- Shells are clean and free of any fecal material or feathers
- Eggs are maintained at an internal temperature of 4°C during transportation and storage/display at the market.
- Crates used to contain the eggs are clean and maintained in a sanitary manner. The minimum information on crates should indicate the name of the farm/producer and the packaging or sale date.

GOODS NOT PERMITTED FOR SALE

No potentially hazardous foods may be sold. It is the responsibility of the Vendor to ensure all items are deemed edible before selling. The Co-op, its members, staff, agents, employees, the Market Manager, nor Market Advisory Board will not be held liable for any violation.

ISLAND HEALTH TEMPORARY FOOD MARKET GUIDELINES

https://www.fraserhealth.ca/-/media/Project/FraserHealth/FraserHealth/Health-Topics/Food-Safety/202008_Guidelines_Sale_of_Foods_at_Temporary_Food_Markets.pdf

REGISTRATION TO SELL

Vendors must submit a signed agreement and pay applicable rental fees before selling any goods at the Market. It is understood that this Agreement is valid for the **2026 WINTER Market Season**.

ASSIGNMENTS AND LIMITS OF SPACE

Inside Vendors are limited to one 7' space only. This is strictly enforced.

Outside spaces are 10x10, but larger may be available at Market Manager's discretion.

The Market Manager may move Vendors to specific vending spaces, reserve vending spaces, or restrict vending spaces as he/she deems appropriate. The Vendor understands that the Co-op, or Market Manager will attempt to reassign spaces if those spaces, for reasons outside the Co-op's control, become unavailable on a particular Market day.

- Vendors may arrive as early as 8:00 AM.
- Vehicles must be **fully unloaded and moved off the market grounds before** vendor sets up any tents, tables, or displays.
- All vehicles must be off the market grounds and fire lanes by **9:30 AM sharp**.

Market Hours (10:00 AM – 1:00 PM)

- **No vehicle movement** is permitted within the market area.



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Pack Up (After 1:00 PM)

- Vendors must **dismantle and pack up** their displays before bringing their vehicles into the market area.
- Vehicles may only return **after 1:10 PM**. Unauthorized early entry will be stopped by the Market Manager.
- In some cases, entering fire lanes may be unavoidable for loading. In such situations, vendors must remain with their vehicles and avoid loitering.
- Vehicles must **not block fire lanes or emergency access points longer than necessary**.

Fire Lanes & Emergency Access

- These must remain unobstructed.

Compliance & Enforcement

- Vendors are required to sign the **Vendor Agreement** before participating in the market.
- Market Manager is responsible for directing traffic and enforcing vehicle safety protocols.
- Non-compliance may result in:
 - **1st violation**: Verbal reminder
 - **2nd violation**: Written warning
 - **3rd violation or serious safety breach**: Suspension or removal from the market

SIGNAGE

If the vendor is participating in the farmers' market coupon program, appropriate signage must be displayed as indicated.

In consideration of the other vendors and public safety, *please confine your product and signage to the designated booth space dimensions*. Vendors may be asked by the Market Manager to make adjustments to satisfy this requirement.

B.C.'s ORGANIC CERTIFICATION REGULATION

The term "organic" is now a protected label within BC for agricultural products that have been produced or processed in BC, and for which certified organic programs exist.

Organic producers, processors, distributors and others in the supply chain who use the 'organic' protected label are expected to be able to produce proof of up-to-date certification or attestation upon request by a Ministry of Agriculture enforcement officer. Uncertified operators in the province marketing their agricultural products as 'organic' could face penalties, including fines.

Vendors can find information on these guidelines at:

<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/animals-and-crops/organic-food-and-beverages/certification>



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EXPECTATIONS OF VENDOR ATTENDANCE

The Market operates Saturdays from 10 am to 1 pm weekly **October 18 to Dec 12, 2026**

- The vendor must be in his/her assigned space by 9:45 am on the day of market.
- If a vendor is not in their space by 9:45 am and has not informed the Market Manager that he/she will be late by 9:45 am, the vendor will forfeit his/her spot for that day.
- Vendors with assigned spaces are expected to attend the market on a regular basis, failure to do so may affect spot assignment the following year.
- ***Vendors are required to stay until the market closes, if all goods are sold the vendor must display a sign stating the item(s) that were for sale with a SOLD OUT sign. The vendor must not disrupt the market by packing up tables/chairs and displays through the market hours. The vendor can return after 2 pm to pack up remaining items.***
- ***Vendors who decide to discontinue their participation during the market season must notify the Market Manager. Failure to provide timely notice or abandoning the market mid-season without proper communication may affect future participation in the market. No refunds will be issued for vendors who cease participation after registration, as per the Co-op's No Refund Policy.***

EQUIPMENT AND SUPPLIES

Each vendor must supply his/her own tent, canopies, tables, chairs, weather protection and display equipment. If selling goods by weight, the vendor must supply a legal produce scale that is subject to periodic inspection. The vendor is solely responsible for any damages or personal injury resulting from its equipment or set-up.

No display/booth items may be left on Agi Hall grounds. Vendor must remove all item after the Market

WEATHERThe Market will not be canceled due to rain. The Market will allow the vendor the decision to, at their own risk, leave or stay and carry on in the event the Market is called due to threatening weather. However, in such circumstances, staff may not be present and are therefore not responsible for any damage. When rain is accompanied by lightning and/or high winds, it may be necessary for vendors to drop their tents to their lowest levels and take cover. Canceling or closing the Market early will be handled on an independent basis.

TENT CANOPY WEIGHTS

Vendors are highly encouraged to provide weights to hold down their umbrella, canopy or tents. Canopy weights are the most effective method to secure a tent or canopy in high winds. Minimum suggestions are 25 pounds/leg weights for all unsecured legs, however Vendors are advised that best protection is found with 40 pound weights.



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NO SMOKING & VAPING POLICY

To ensure a safe and welcoming environment for all vendors, customers, and staff, **smoking and vaping are strictly prohibited within the market area during market hours.**

Prohibited Areas:

- All vendor stalls and surrounding spaces
- Common areas such as seating, pathways, entrances, and washroom zones
- The immediate vicinity of the market grounds, including within **6 metres** of any building entrances, open windows, or air intakes of the AGI Hall or any market structures

Prohibited Substances:

- Tobacco products
- Cannabis
- Vaping and e-cigarettes

Regulatory References:

Under the **Tobacco and Vapour Products Control Act** and its regulations, smoking and vaping are prohibited in enclosed public spaces and within 6 metres of doorways, open windows, and air intakes to protect against second-hand smoke exposure.

SAMPLES

If a Vendor desires to offer samples they must follow the Island Health Guidelines linked above.

PET FRIENDLY MARKET

The Farmer's Market is a pet-friendly market, as long as your pet is friendly. The on-site Market Manager reserves the right to make this distinction, and animals are only allowed on the property at the Market Manager's discretion. Animals may not roam freely on the property: neither the Co-op nor its volunteer staff assumes any liability resulting from Vendors' animals' behavior.

RIGHT TO USE

The Market shall have the right, but not the obligation, to use Vendor's name, photograph, likeness and approved biographical data (Name and Likeness) for the purpose of advertising, marketing, and promoting any matter related to the Market performed hereunder with Vendor's permission.



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COVENANT NOT TO SUE

The undersigned Vendor agrees not to institute any action or suit of law or in equity against The Gabriola Agricultural Association Co-op Board of Directors members, the Market Manager, or the staff and employees of The Gabriola Agricultural Association Co-op, as a result of operation under the agreement. The Vendor will not aid in the institution or prosecution of any claim for damages, cost, loss of service, expenses, or compensation for or on account of any damages, loss, or injury to person or property as a result of operation under this agreement.

The undersigned certifies that they have read, understand, and will comply with the rules and regulations outlined in pages 1-6 of the Gabriola Agricultural Co-operative Saturday Farmers Market Vendor and Kitchen Operator Agreement.

Gabriola Agricultural Co-operative

Vendor Signature

Date

Print Name

CONTACTS:

Market Manager: gabriolafarmersmarket@gmail.com

Gabriola Agricultural Co-op Administration: coopagiassoc@gmail.com